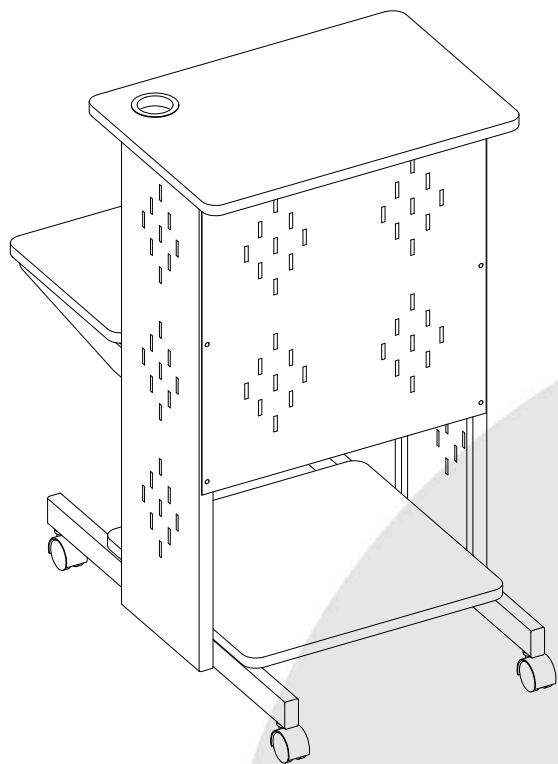




DA-LITE SCREEN COMPANY, INC.  
3100 North Detroit Street  
Post Office Box 137  
Warsaw, IN 46581-0137  
Phone: 574.267.8101  
Toll Free: 800.622.3737  
Fax: 574.267.7804  
[www.da-lite.com](http://www.da-lite.com)  
[info@da-lite.com](mailto:info@da-lite.com)

## Projector Laptop Cart PLC-38E

Form E-470  
Rev.



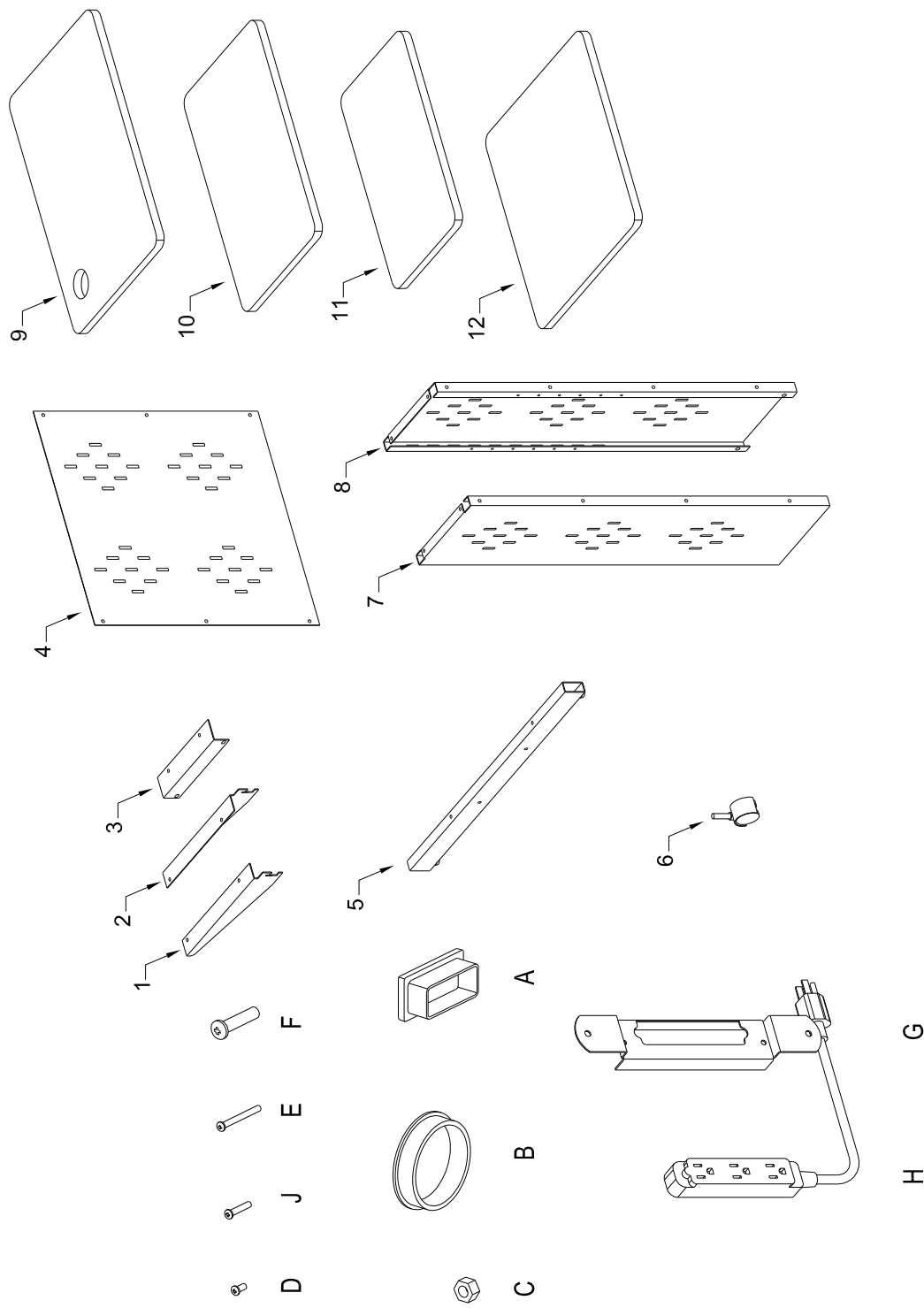
**Caution:** The user of this product should exercise caution when moving the cart. Any sudden stop could cause instability of the stand and could cause serious injury and/or damage. The cart should always be pushed, never pulled, by the user. Always push from the front or back of the cart, never from the side of the cart.

### Required Tools:

- 3/8" wrench
- Phillips screwdriver
- Flat screwdriver

### Procedure

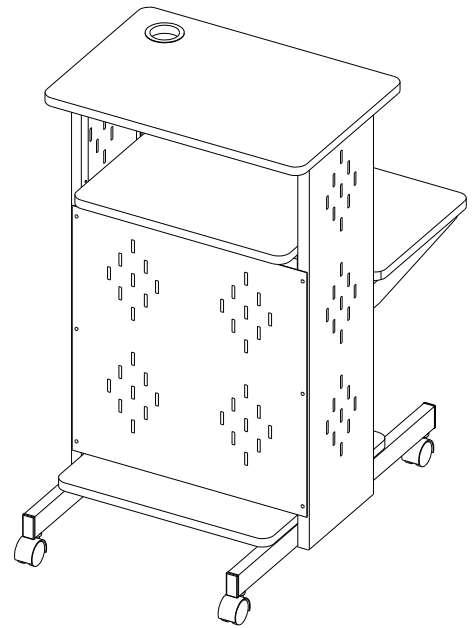
1. Remove contents from carton and examine for damaged or missing parts.



ITEM	DESCRIPTION	QTY
1	BRACKET, LH LAPTOP SHELF	1
2	BRACKET, RH LAPTOP SHELF	1
3	BRACKET, MIDDLE SHELF MOUNTING	2
4	PANEL, MODESTY	1
5	WELDMENT, BASE TUBE	2
6	CASTER, 2" FURNITURE	4
7	SIDE PANEL, LH	1
8	SIDE PANEL, RH	1
9	WOOD, TOP SHELF	1
10	WOOD, LAPTOP SHELF 21" X 14"	1
11	WOOD, MIDDLE SHELF 18.88" X 12"	1
12	WOOD, BOTTOM SHELF 18.88" X 18.88"	1
	PACKAGE SET	1
A	CAP, 1" X 2" RECTANGLE	4
B	GROMMET, 2-1/2"	1
C	NUT, 10-24 KEPS	10
D	SCREW, MACHINE 10-24 X 1/2"	22
E	SCREW, MACHINE 10-24 X 2-1/2"	4
F	SCREW, MACHINE 1/4"-20 X 1-1/2"	4
	PACKAGE SET	1
G	BRACKET, E3 CORD WIND	1
H	CORDSET, E3	1
J	NUT, 10-24 KEPS	2
	SCREW, MACHINE 10-24 X 1-1/4"	2

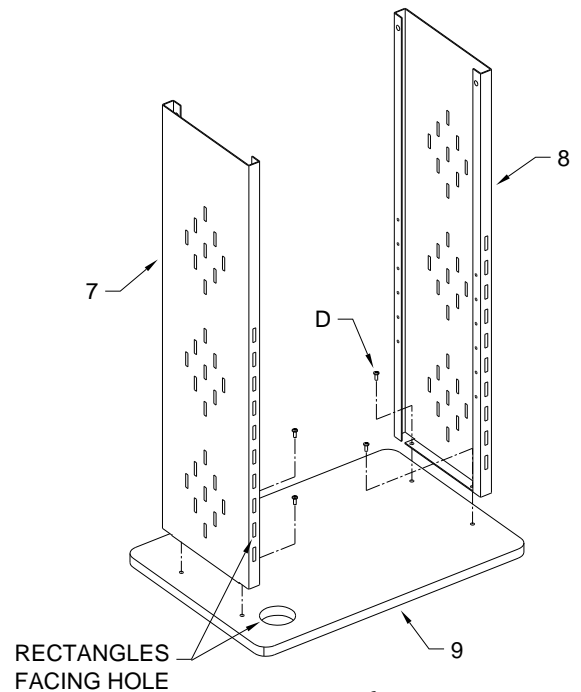
2. The PLC-38E is a versatile cart with several assembly options. This instruction sheet will guide you in assembling the cart shown on the cover sheet. Determine what your needs are and assemble according to your plan. See Figure 1 for one assembly option.

Figure 1



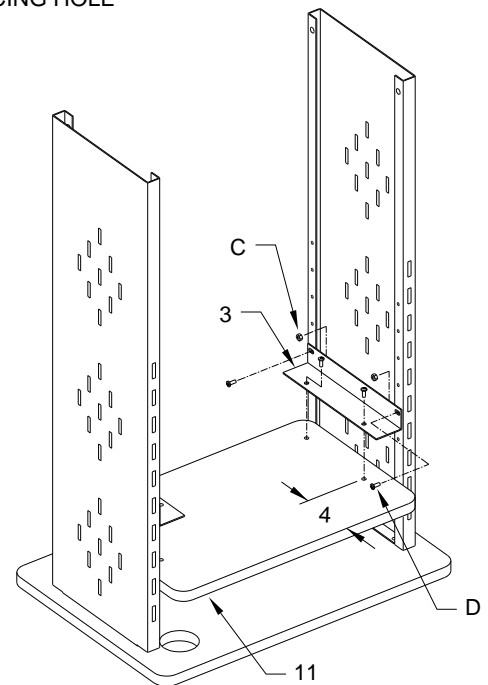
3. It is easiest to assemble the cart upside down. Lay the Top Shelf upside down and attach the Sides. See Figure 2. The rectangles on the edges of the Sides should face toward the large hole in the Top Shelf. Leave fasteners loose at this time.

Figure 2



4. Pick a location for the Middle Shelf. Attach the Middle Shelf Mounting Brackets to the Sides in one of seven locations. See Figure 3. Attach the Middle Shelf to the Mounting Brackets. Note the hole dimensions on the underneath side of the shelf. Leave fasteners loose at this time.

Figure 3



5. Attach the Base Tubes to the Sides. See Figure 4. Note the hole dimension on the Base Tubes. Leave fasteners loose at this time.

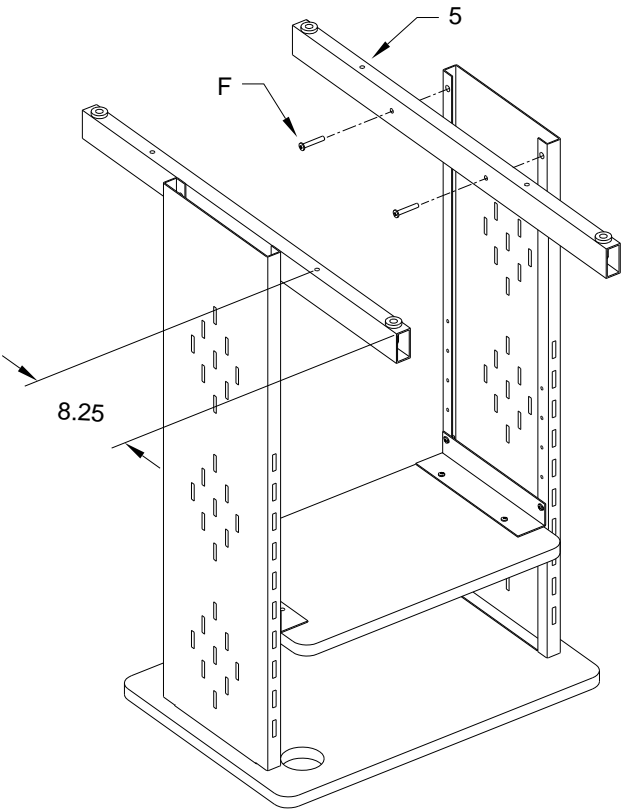


Figure 4

6. Attach the Bottom Shelf to the Base Tubes. See Figure 5. Leave fasteners loose at this time.

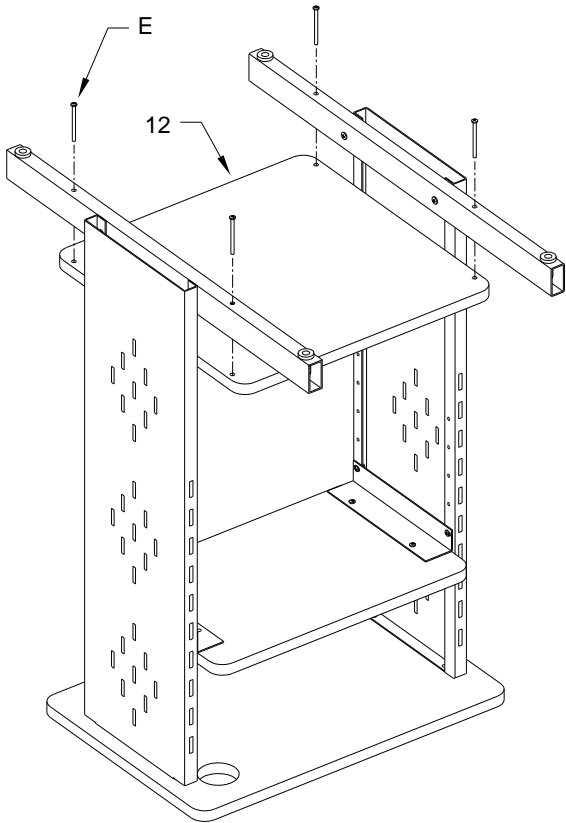
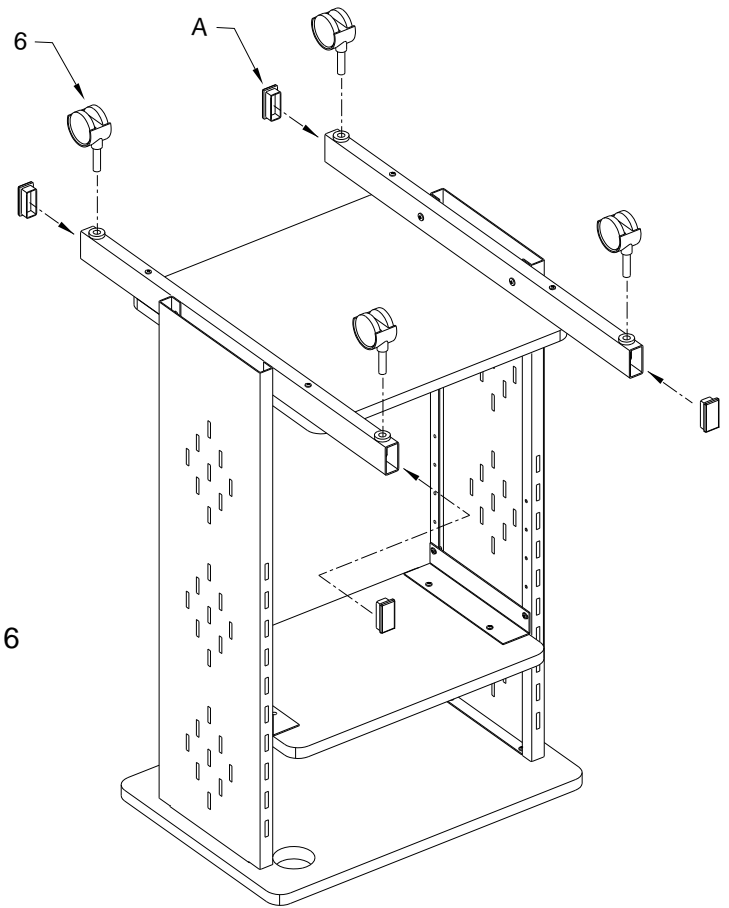


Figure 5

7. Insert Caster stems into the caster sockets of the Base Tubes. See Figure 6. Insert rectangle Caps into Base Tube ends. Stand cart upright on Casters.

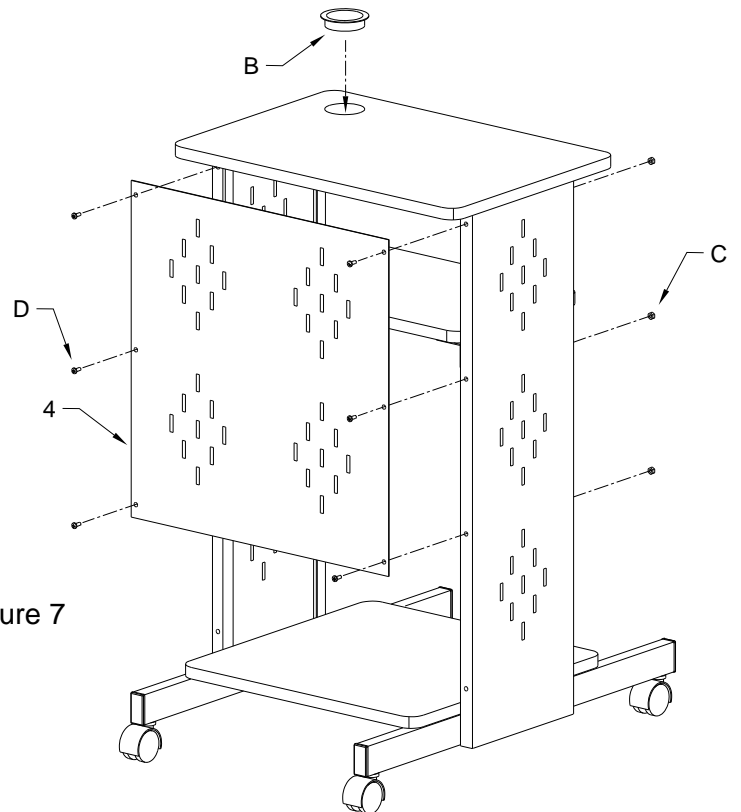
Figure 6



8. Attach the Modesty Panel to the front of the Sides. See Figure 7. Insert the Grommet into the hole of the Top Shelf.

Tighten all fasteners starting at the bottom and working your way to the top.

Figure 7



9. Attach the Laptop Shelf Brackets to the Laptop Shelf. See Figure 8.

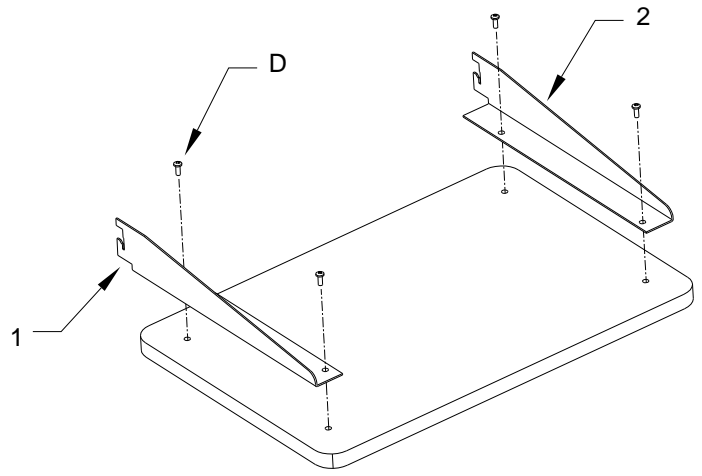


Figure 8

10. Determine the height needed for the Laptop Shelf. Insert the Brackets into the rectangle cutouts and rotate the shelf assembly down. See Figure 9.

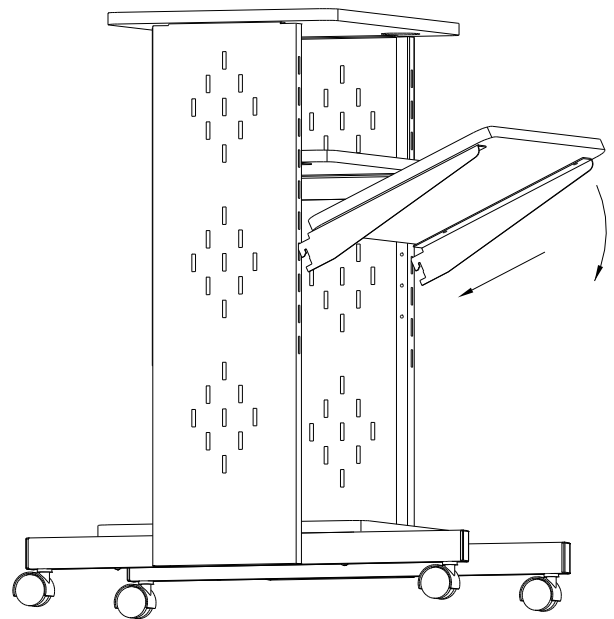


Figure 9

11. Install the electrical. See Figure 10. It may be placed on the inside (as shown) or the outside of the cart in several optional locations.

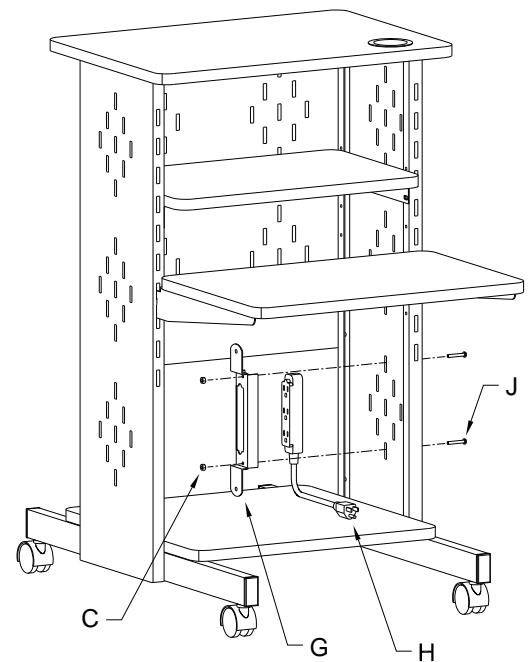


Figure 10